

**Minutes**  
**Traumatic Brain Injury Advisory Council**  
**Dorothea Dix Campus**  
**Kirby Building Room 297**  
**Raleigh, North Carolina**  
**September 28, 2004**

**Members Present**

David Forsyth	Layla Mabe	Jack St. Clair
Ila Nofzinger	Robert Gauldin	Al Hart
Sharon Rhyne	Diane Holder DMA rep	Brenda Motsinger
Spencer Clark	Sandra Farmer	Elsie Siebelink
Debbie Leonhardt	Stephen Hooper	Robert Seligson
Betty Gardner	Martin Foil	Holly Riddle
David Atkinson	Jo Perkins	

**Members Absent**

Lynn Freeman	David Good	Tonia Harrison
David Mills	Charles Monnett III	Patrick O'Brien
Carol Robertson	Jamessa Selleck	Steven Strobel
Dennis Turner		

**Others Present**

Bud Nofzinger	Ben Staples	Beth Callahan
Grey Powell	Jessica Trembly	Diane Holder DMA rep
Janice Petersen		

**The meeting was called to order by Chairperson Sharon Rhyne at 10:08 a.m.**

**Introduction of New members and Goal Identification:**

Ms. Rhyne welcomed the council members. She also thanked Beth Callahan for her work with the council. Ms. Rhyne asked each of the attendees to introduce themselves.

**Review and Approval of Minutes:**

Motion: A motion was made by Mr. Foil and seconded by Mr. St. Clair, that the minutes from the council meeting on June 8, 2004 be approved.

The motion passed with no abstentions.

Ms. Rhyne reported that a letter was sent to Senator Kerr, who was key in establishing the council.

### **Correlation of Member's Goals with Council Tasks:**

A list of the council's Legislative Tasks was distributed. Ms. Callahan asked the members to review the handout and to note the council's areas of interest. She explained that the areas of interest were developed by reviewing the minutes of the previous meeting and identifying key points of interest expressed by council members. Ms. Callahan asked the members if the phrasing needed to be altered to correlate with that of the Legislative Tasks, and if anyone had any other suggestions or additions.

Ms. Rhyne noted that the council needs to develop bylaws. The bylaws will be drafted by Ms. Rhyne, Ms. Callahan, and Mr. Staples. Ms. Rhyne also recommended the council's committee structure be outlined in these bylaws. Mr. St. Clair suggested that Legislative Task number four, which states, "Make recommendations to the Governor, the General Assembly, and the Secretary of Health and Human Services regarding the planning, development, funding, and implementation of a comprehensive statewide service delivery", should be addressed in the bylaws.

Ms. Motsinger suggested that the council include surveillance and monitoring into the areas of interest list. Ms. Callahan agreed with Ms. Motsinger because North Carolina has never had any type of surveillance and it is a deficiency in our state. Ms. Motsinger added that the CDC has some data available from the overall Injury and Violence Prevention with Public Health and Surveillance. Ms. Rhyne explained that the NCHESS database includes surveillance at the Emergency Department level and is operated by the NC Hospital Association. Ms. Motsinger explained that this new database is going to help prevention and surveillance greatly. The database provides us with real time data. Also, this database calls for all major hospitals and Emergency Departments to participate in the database. Ms. Motsinger also suggested that Kay Sanford of Public Health Epidemiology attend a council meeting to provide more information. Ms. Callahan asked if the issues in the Data Recommendations of the State Plan will be addressed and if the NCHESS database will address some of the issues in that section. Ms. Motsinger said that she thought the issues would be addressed, but that she would investigate to be sure. Mr. Foil suggested that the information collected from the Trauma Registry and NCHESS be shared with the CDC. Ms. Rhyne reminded the council that data is extremely important when it comes to soliciting funding from the legislature. Ms. Motsinger added that data is also important for injury prevention. Therefore, a data component needs to be added to the council's "areas of interest". Ms. Callahan pointed out that Colorado and South Carolina are good examples of what they have done with the CDC grant in developing useful databases and surveillance. Mr. Hooper suggested that data be included and used in each of the "areas of interest". Ms. Riddle commented that "outcomes that matter to stakeholders" begin with data.

Ms. Rhyne asked the council to begin thinking of what committees they would like to see formed within the council. Ms. Rhyne asked council members to notify Ms. Callahan or Mr. Staples if they were interested in chairing a committee. Mr. Foil added that Legislative Task number 4 be used as a "road map" to identifying the committees and

their focus areas. Ms. Motsinger also added that prevention be included in the “road map” of the committee structure.

Ms. Rhyne informed the council members that Kay Sanford and others with the Public Health Epidemiology section are working to figure out how to set up a database that will record all injury prevention that is being done. This information will be helpful to the mission of this council and to many others.

Mr. Foil spoke about prevention in schools and the “Head Smart” program. This program was funded by private money through the University of Virginia. It educated elementary school students about how to prevent head injuries. Mr. Foil asked if such a program could be re-implemented. Ms. Callahan commented that now North Carolina has a program called “Safe Community” and the “Head Smart” program could be incorporated in the “Safe Community” program.

Ms. Callahan asked the council what data system is available to track ABI’s. Ms. Motsinger stated that data on ABI’s due to stroke is probably the most abundant. She suggested that the council speak with Carly Houston to get data on stroke related ABI’s. Ms. Callahan concluded that there is not data system established to track ABI’s specifically. She also suggested the Brain Injury Association of NC could provide information on what is being done to track ABI’s.

#### **Update on Waiver:**

Ms. Holder commented that funding may be an issue with the TBI waiver. She explained that the waiver offers an alternative that goes beyond services typically paid for by Medicaid. With the waive- very specific eligibility requirements will be waived and non-typical services (ie long term support) will be paid for by Medicaid. The waiver is federally mandated and is in place to prevent institutionalization. Mr. Staples added that the reason the waiver is not in place is due to legislation????, however, the waiver is part of the State Plan. Ms. Holder also cautioned the council that once the waiver goes through legislation, it is still a fairly slow process. Ms. Riddle recommended the council look at the new waiver that is being reviewed called “Self Determination”. Ms. Callahan suggested that TBI in the “Self Determination” waiver. Mr. Powell suggested expanding North Carolina’s definition of brain injury. Ms. Callahan also noted that the council should obtain the current state and federal definitions of TBI. Ms. Rhyne determined that the waiver be discussed in a committee. Mr. Strobel asked if Director Mosley and other key leaders involved could be invited to meet with the committee to discuss the waiver. Mr. Staples volunteered to speak with Director Mosley about attending a meeting with the council and the committee. Ms. Callahan asked if the council thought it would be helpful for Dr. So-and-So to attending the next council meeting. Ms. Rhyne agreed that his and other key persons’ attendance would be helpful because the council needs more education. She also agreed to work with Ms. Callahan and Mr. Staples to organize visits at future council meetings.

Ms. Motsinger suggested that Ms. Rhyne and Ms. Callahan define the council’s committees. Ms. Rhyne also suggested that perhaps there should be ad hoc members

included in the council and its committees. Ms. Rhyne also stated that the committees should be formed according to the items in Legislative Task number 4. Also, Ms. Rhyne, Ms. Callahan, and Mr. Staples will take the members suggests into consideration as they identify the committees. Ms. Rhyne noted that an organizational chart should be provided to the council members.

**Follow up of Action Plan: Correlating Identified Tasks of Council with Action Plan:**

Mr. Clark suggested that the “Action Plan” be more data driven and the priorities of the committees should be who, cost, and facts. Mr. Staples suggested that the status of the Action Plan be shifted to a working status. Ms. Rhyne added that the document needed more work before putting it into action. Mr. Strobel suggested that the members meet with the individuals dealing each of the topics in the document in order to get clarification and to correct phrasing.

The next meeting is scheduled for November 16, 2004.

**Trust Fund Development and Public Education:**

Mr. Staples reported that in order create a trust fund in North Carolina the money must go to DPI or the General Fund unless there is legislative intent. Mr. Staples did not recommend putting the money into the General Fund. Ms. Rhyne requested that the council review Case Law in writing.

**Public Awareness of the Advisory Council and Brain Injury:**

Ms. Farmer commented on Public Awareness by stating that the Brain Injury Association would like to put the Advisory Council minutes on their interactive website. Also, she would like to see the State Resources list given to persons with brain injuries. Ms. Farmer announced that October is National Brain Injury Awareness Month.

Ms. Callahan suggested that Mr. Monnett write a draft of the definitions/limits to guide the council in writing a proposal for a trust fund. Mr. Clark commented that funds could be raised from the privilege of driving.

Ms. Callahan suggested that Mr. Hart inform support groups about this Advisory Council during the month of October (which is National Brain Injury Awareness month). Furthermore, Mr. Foil recommended the council ask Governor Easley to proclaim the month of October Brain Injury Awareness month in the state of North Carolina.

Motion: A motion was made by Mr. Atkinson and seconded by ?????? that the Advisory Council write to Governor Easley asking him to pass a proclamation indicating the month October as North Carolina’s Brain Injury Awareness Month.

The motion passed with no abstentions.

**Continued Discussion on the Definition of Brain Injury:**

Mr. Foil recommended that a committee be formed to investigate the definitions brain injury. Ms. Callahan suggested that this "Definitions Committee" as soon as possible. She also recommended that the committee use on page 10 of the Action Plan to identify how much time should be focused on each definition. Mr. Staples added that the committee should review trends in other states' definitions and examine future implications of those definitions. Mr. Atkinson further noted that the committee should bring definition options to the next council meeting so that the council can vote on the appropriate definition.

Mr. Atkinson suggested that the council set deadlines in order to accomplish its goals.

Ms. Rhyne stated that the Brain Injury Definition Committee should be developed today. She also commented that the committee should have 5 to 6 members. Ms. Rhyne asked council members who were interested in serving on this committee notify Ms. Callahan or Mr. Staples after this meeting.

Future Traumatic Brain Injury Advisory Council meetings are scheduled for:

November 16, 2004

January 11, 2005

March 15, 2005 (this meeting is tentative)

The meeting was adjourned at 1:55 p.m.